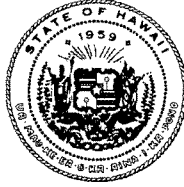


LINDA LINGLE
GOVERNOR



LILLIAN B. KOLLER, ESQ.
DIRECTOR

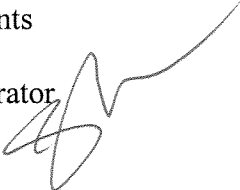
HENRY OLIVA
DEPUTY DIRECTOR

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
810 Richards Street, Suite 400
Honolulu, Hawaii 96813

February 18, 2005

MEMORANDUM

TO: Purchase of Services Applicants

FROM: Amy Tsark, Acting Administrator
Social Services Division 

SUBJECT: QUESTIONS AND ANSWERS FOR REQUEST FOR PROPOSAL ISSUED
JANUARY 14, 2005

Attached are questions and answers regarding RFP HMS 301-05 in accordance with Section 1, item VI, of the RFP pertaining to the submission of questions. If you have further questions about this RFP, please contact the person designated in part II.F of Section 2 of the RFP. Thank you for your interest in this procurement.

Attachments

DEPARTMENT OF HUMAN SERVICES

SOCIAL SERVICES DIVISION

QUESTIONS & ANSWERS FOR RFP ISSUED 1/14/05

HMS 301-05: Psychological Evaluations and Multidisciplinary Team Services

1. Will this RFP require separate budgets for each service and for each geographic area?

We will allow one budget to be submitted for both services with the contract proposal but once a contractor is selected, we will require that the funds allocated for each program be tracked separately. We will also request an end of the year expenditure report for each program and for each island. In addition, transferring funds from one program to the other will require approval from the Department of Human Services (DHS).

2. Does the program charge the grant for the same services that are being billed for the insurance?

The contractor will bill the insurance and can charge the contract for the balance to make up the total cost of the service.

3. If the contractor bills a patient's commercial insurance (HMSA, HMAA, CHAMPUS, etc.) all insurances require billing the co-payment to the patient. Yet according to the RFP, the contractor is not allowed to bill the clients any services. How can the contractor deal with this issue?

The contractor would bill the co-payment to the contract.

4. All of the psychological evaluations for this RFP are request by DHS and most are forensic in nature (to determine the risk of further abuse or neglect). According to Federal Medicaid rules, a psychological evaluation needs prior authorization and will only be authorized if it is medically necessary. Medicaid will specifically not authorize payment for forensic evaluations referred by an agency or state department for that agency or department's purpose. How does the provider accomplish this part of the RFP with these Federal Medicaid restrictions?

The Assistant Program Administrator for this RFP has contacted the MQD Program Development office to discuss this matter. Clarification will be provided when it is received.

5. Even if the contractor is able to receive insurance payments, the RFP is unclear about the accounting of the payments, return of money to DHS and the ability to keep 10% for billing cost. Please clarify this methodology in detail.

This can be worked out during contract negotiations with the selected contractor.

- 6. If an agency cannot bill insurance, as they do not have the required certification for billing, does this restrict them from applying for this RFP?**

Yes.

- 7. If the contractor is unable to follow the methodology for billing because it would be against Medicaid regulations or insurance restriction, will the contractor be unable to apply for this RFP?**

No.